### GeoSTATE OF WASHINGTON

## DEPARTMENT OF SOCIAL AND HEALTH SERVICES

## Aging and Long-Term Support Administration

## Home and Community Services Division

PO Box 45600, Olympia, WA 98504-5600

**HCS MANAGEMENT BULLETIN**

**H21-071 –** Policy & Procedure

**September 3, 2021**

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| **TO:** | Area Agency on Aging Directors  |
| **FROM:**  | Bea Rector, Director, Home and Community Services Division  |
| **SUBJECT:** | **Older Americans Act Nutrition Program COVID-19 updated Congregate Meal Site Reopening Guidance, related program standard waivers and options** |
| **PURPOSE:** | To update status of continuing program standard waivers and provide information about requirements and guidance for reopening of OAA Senior Nutrition Program (SNP) congregate meal sites. |
| **BACKGROUND:** | During the COVID-19 state of emergency congregate meal sites were closed to reduce exposure and infection spread risks for SNP participants, providers and volunteers. SNP Standards for in-home assessment and eligibility for home delivered meal participants were waived and the provision of take-out meals at congregate meal sites was allowed. COVID-19 related guidance was developed and issued to assist SNPs to plan for eventual safe re-opening of congregate meal sites. Subsequently, the now applicable Department of Health [Guidance for Non-Health Care Businesses and Organizations during COVID-19’](https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/420-350-NonHealthCareBusiness.pdf)  developed in July was shared with AAA’s.  |
| **WHAT’S NEW, CHANGED, OR CLARIFIED:** | When Senior Nutrition Programs re-open they are required to follow Department of Health “[Guidance for Non-Health Care Businesses and Organizations during COVID-19’](https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/420-350-NonHealthCareBusiness.pdf) and are also required to be in compliance with Department of Labor & Industries guidance requirements and policies including but not limited to: [COVID-19 Prevention in the Workplace: L&I Safety and Health Requirements](https://www.lni.wa.gov/forms-publications/F414-164-000.pdf) embedded in the DOH guidance.The DOH and L&I guidance and regulations cover the following areas:* Employer Prevention Responsibilities
* Employee Masks and Face Coverings
* Vaccination
* Health Screening
* Masks/Face Coverings (non-employee)
* Physical Distancing
* Hygiene
* Cleaning and Disinfection
* Ventilation
* Sick Leave
* Screening Testing
* Responding to Cases or Suspected Cases of COVID-19
* Reporting Cases and Outbreaks and Working with Public Health

SNP congregate meal programs may continue to offer options for participants by providing meals through pick-up, drive-through, or delivery services. The SNP Standards waiver for home delivered meal eligibility and in-home assessment for home delivered meals is continued. In preparation for reopening of congregate meal sites, the Senior Nutrition Program (SNP) will need to plan for how they will meet requirements, develop necessary procedures and implement guidance for each area outlined in [Guidance for Non-Health Care Businesses and Organizations during COVID-19](https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/420-350-NonHealthCareBusiness.pdf). Procedures to implement guidance should include the SNP staff position responsible for overseeing implementation.Prior to re-opening SNP’s will consult with the local health jurisdiction (LHJ) about county specific requirements or restrictions.  |
| **ACTION:** | Distribute the [Guidance for Non-Health Care Businesses and Organizations during COVID-19](https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/420-350-NonHealthCareBusiness.pdf) to contracted SNP congregate meal program providers who have not yet received it. Review the guidance with SNP contractors and discuss how the SNP is going to meet the requirements outlined in each area of the guidance. It is recommended that the guidance serve as a planning template to document necessary procedures and SNP staff responsible for implementation. A sample template is attached.It is understood that SNPs in consultation with the Area Agency on Aging may choose to defer reopening until a later date. Those SNP’s may continue to provide take-out meals following established protocols. |
| **REFERENCES** |  |
| **ATTACHMENT(S):**  |  |
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